M-SPIRIT WIC Director Reports

Count	Report	Description	Module
1.	Alternate Authorized Representative Form	This form allows the user to print an alternate authorized representative form at a Clinic.	Clinic
2.	Appointment Notice	This document can be generated to notify a client of an appointment that she is scheduled to attend.	Clinic
3.	Rescheduled Appointment Notice	Address labels can be produced for all clients who will receive an appointment notice for mailing purposes and are generated when the Address Labels section is completed and the OK button is clicked on the Generate Appointment notice dialog.	Clinic
4.	Appointments for Date Listing	The report allows the user to print a list of all appointments occurring on a specified date.	Clinic
5.	Breastfeeding Women Peer Counselor Contacts	The Breastfeeding Women Peer Counselor Contacts Report provides a list of breastfeeding participants whose actual delivery date falls within the given date range.	Clinic
6.	Breastfeeding Women Peer Counselor Contacts Labels	Address labels may be produced for the breastfeeding women that have peer counselor contacts and are generated when the Address Labels section is completed	Clinic
7.	Certification Due Address Labels	Address labels can be generated for all clients who will receive a certification due notice for mailing purposes and are generated when the Address Labels section is completed and the OK button is clicked on the Generate Certification Due Summary Report dialog.	Clinic
8.	Certification Due Summary	The report allows the user to print a summary report by clinic of counts of those clients due for subsequent certification.	Clinic
9.	Certification Notice	The report allows the user to print a summary report of participant information at a clinic for use as a Certification Notice document.	Clinic
10.	Check Pickup Letter (Now called Benefit)	This letter will be generated to notify participants that have failed to pick up their next set(s) of checks for which they are eligible.	Clinic
11.	Check Pickup Letter Address Labels	Address labels may be produced for the lead member of the household with participants that have failed to pick up their next set(s) of checks for which they are eligible and are generated when the Address Labels section is completed and the OK button is clicked on the Generate Check Pickup/Letters dialog.	Clinic
12.	Check Pickup/Letters (Now called Benefit)	The report allows the user to print a report list of participants that have failed to pick up their next set(s) of checks for which they are eligible.	Clinic
13.	Class Attendance Report	The Class Attendance report allows the user to print a list of scheduled classes and the participants who attended each class.	Clinic
14.	Client Address Labels	Address labels can be generated for all clients or for specific clients who fit the criteria defined on the Generate Client Address Labels dialog.	Clinic
15.	Client Summary by Service Type	The Client Summary by Service Type report allows the user to print a summary report of services provided to clients at each Clinic.	Clinic
16.	Delayed Blood Work Detail	The report allows the user to print a detail report of past blood work for which results have not been received.	Clinic

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Count	Report	Description	Module
17.	Group Class Roster	The Group Class Roster allows the user to print a list of all participants who are enrolled in a group education class.	Clinic
18.	Ineligibility Notice	This document is generated for the participant when they are determined ineligible to receive WIC benefits.	Clinic
19.	Ineligibility Notice Address Labels	Address labels may be produced for all clients who will receive an ineligibility notice for mailing purposes and are generated when the Address Labels section is completed and the OK button is clicked on the Generate Ineligibility Notice dialog.	Clinic
20.	Kept Vs. Missed Appointments Report	The Kept vs. Missed Appointments report allows the user to view the number of appointments kept versus missed per appointment type.	Clinic
21.	Missed Appointment Notice	This document can be generated to notify a client of an appointment that she has failed to attend.	Clinic
22.	Missed Appointment Notice Address Labels	Address labels can be generated for all clients who will receive a missed appointment notice for mailing purposes	Clinic
23.	Multi-Purpose Affidavit Form	The Multi-purpose Affidavit form allows the user to print a multi-purpose affidavit form at a clinic.	Clinic
24.	No Show Report	The No Show report allows the user to print a list of the no show rate for the selected Clinics. The report will list the Clinic information for each day for the month for the number of months desired starting with the selected month.	Clinic
25.	Non-participation Reminder Address Labels	Address labels may be produced for all clients who will receive a non participation reminder notice for mailing purposes	Clinic
26.	Non-participation Reminder Notices	This document may be generated and mailed to clients who have had a current enrollment terminated by automatic means.	Clinic
27.	Official Notification	The Generate Official Notifications dialog generates notices for clients who will have their current enrollment terminated by automatic means during the specified date range.	Clinic
28.	Official Notification Address Labels	Address labels may be produced for all clients who will receive an official notification for mailing purposes	Clinic
29.	Participant Appointment Schedule	The Participant Appointment Schedule report allows the user to print a report that lists the upcoming appointments and group education classes for the participant or all members of their household.	Clinic
30.	Participant Referral List	This Participant Referral List report allows the user to print a list of the programs and organizations where the participant was referred on the current system date.	Clinic
31.	Participant Transfer History	The Participant Transfer History report lists the participant transfers that were transferred out of their agency and match the filter criteria specified on the View Participant Transfer History dialog.	Clinic
32.	Pending Certifications Report	The Pending Certifications report allows the user to print a report listing of participants that have an incomplete certification.	Clinic

Count	Report	Description	Module
33.	Prescription Formula Request	This form allows the user to print a prescription formula request document at a clinic.	Clinic
34.	Proxy Form	This form allows the user to print a proxy verification document at a Clinic.	Clinic
35.	Queued Appointment Notice Address Labels	Address labels can be generated for all clients who will receive an appointment notice queued for later production for mailing purposes and are generated when the Address Labels section is completed.	Clinic
36.	Queued Appointment Notices	The Generate Queued Appointment Notices dialog generates all appointment notices that have been queued for later production.	Clinic
37.	Referrals Report	The Referrals report allows the user to view the number of clients referred to agencies outside of WIC per Clinic.	Clinic
38.	Upcoming Appointments Report	The Upcoming Appointments report allows the user to print a report of the upcoming appointments during a specified date range.	Clinic
39.	Upcoming High Risk Appointments Report	The Upcoming High Risk Appointments report allows the user to print a report of the upcoming appointments with clients who are classified as high risk.	Clinic
40.	Vaccine Coverage Report	The report allows the user to print a report of the current immunization history for the client.	Clinic
41.	VOC Document	The report allows the user to print a summary report of participant information at a Clinic for use as a Verification of Certification (VOC) document.	Clinic
42.	Participant Summary	The report allows the user to print a summary report of participant information for a selected certification period for the currently selected participant.	CAS, Clinic
43.	Special Formula RX Expiration Date Report	The Special Formula Rx Expiration Date Report dialog generates a report that lists the special formula prescriptions that are expiring within a specified time range.	CAS, Clinic
44.	Breastfeeding Item Inventory	The report shows breastfeeding item orders, breastfeeding items that have been ordered but not received and breastfeeding item availability.	Clinic
45.	Breastfeeding Peer Counselor Activity	The Breastfeeding Peer Counselor Activity Report lists the participants that consulted with each breastfeeding peer counselor during a given date range along with the topics that were discussed.	Clinic
46.	Breastfeeding Peer Counselor Contacts	The Breastfeeding Peer Counselor Contacts Report lists the Breastfeeding participants that have consulted with breastfeeding peer counselor and have a delivery date during the given date range.	Clinic
47.	Breastfeeding Peer Counselor Contacts(s) Summary	The Breastfeeding Peer Counselor Contact(s) Summary report summarizes the types of contacts that each peer counselor made during a given date range.	Clinic
48.	Breastfeeding Supplies Issuance	The Breastfeeding Supplies Issuance report lists all participants who where issued breastfeeding supplies during the specified date range.	Clinic
49.	Breastfeeding Women Pending Peer Counselor Contact	The Breastfeeding Women Pending Peer Counselor Contact Report provides a list of Breastfeeding participants who have not been contacted by a breastfeeding peer counselor and their actual delivery date falls within the given date range.	Clinic

Count	Report	Description	Module
50.	Breastfeeding Women Pending Peer Counselor Contact Address Labels	Address labels can be reproduced for the breastfeeding women that have pending peer counselor contacts and are generated when the address labels section is completed	Clinic
51.	Breastpump Inventory Report	The Breastpump Inventory Report shows breastpump orders, breastpumps that have been ordered but not received, breastpumps received and assigned/unassigned, and breastpump availability.	Clinic
52.	Breastpump Issuance Report	The report lists all participants who where issued a breastpump during the specified date range	Clinic
53.	Breastpump Issuance to Peer Counselors	The Breastpump Issuance to Breastfeeding Counselors report lists all breastfeeding counselors who where issued at least one breastpump during the specified date range.	Clinic
54.	Breastpumps Returned to Manufacturer	The Breastpumps Returned to Manufacturer report lists the participants who returned a damaged breastpump during the specified date range.	Clinic
55.	Initial Certification Process	The Initial Certification Processing Standards report allows the user to print a list of applicants of a specified WIC Category or specified WIC categories who were scheduled to attend an initial certification appointment during a specified Date Range.	Clinic
56.	Participation Vs. Enrollment Monthly Report	The Participation vs. Enrollment monthly report displays the total number of participants participating, total number of participants enrolled, and the percentage of enrolled who are participating for all WIC categories and then again for each individual WIC category (i.e. infant, child, pregnant, breastfeeding, non-breastfeeding).	Clinic
57.	Peer Counselor Breastfeeding Contact Report	The Peer Counselor Breastfeeding Contact Report summarizes the types of contacts that each peer counselor made during a given date range.	Clinic
58.	Peer Counselor Prenatal Contact Report	The Peer Counselor Prenatal Contact Report summarizes the types of contacts that each peer counselor made during a given date range.	Clinic
59.	Prenatals Pending Peer Counselor Contact Report	The Prenatals Pending Peer Counselor Contact Report provides a list of Pregnant participants who have not been contacted by a breastfeeding peer counselor and their expected delivery date falls within the given date range.	Clinic
60.	Enrollees by County/Municipality	The report will allow the user to print, by municipality, a summary report of the enrollment totals.	CAS
61.	Participant Insurance Type	The report will allow the user to generate two summary reports with the type of insurance used by participants. One of the reports shows the insurance type by county and the other shows county by insurance type.	CAS
62.	Breastfeeding Initiation	This dialog will allow the user to generate a report that lists infants born/certified within a date range who were ever breastfed divided by the total number of infants born/certified within that same date range.	CAS

Count	Report	Description	Module
63.	Breastfeeding Summary	This dialog will allow the user to generate a report that lists the number and percentage of infants who were breastfeeding during a specified time period.	CAS
64.	Ineligibility Summary Report	The Ineligibility Summary report allows the user to print a summary report of participants who are deemed ineligible for WIC services during a certification attempt.	CAS
65.	Outreach Agency Address Labels	Address labels may be produced for outreach organizations and are generated when the Address Labels section is completed	CAS
66.	Outreach Listing Report	The report is a detail report of state outreach agencies.	CAS
67.	Referrals from WIC to Outside Agencies Report	The report will allow the user to print a summary report of referral sources as to whom the participant was referred for services.	CAS